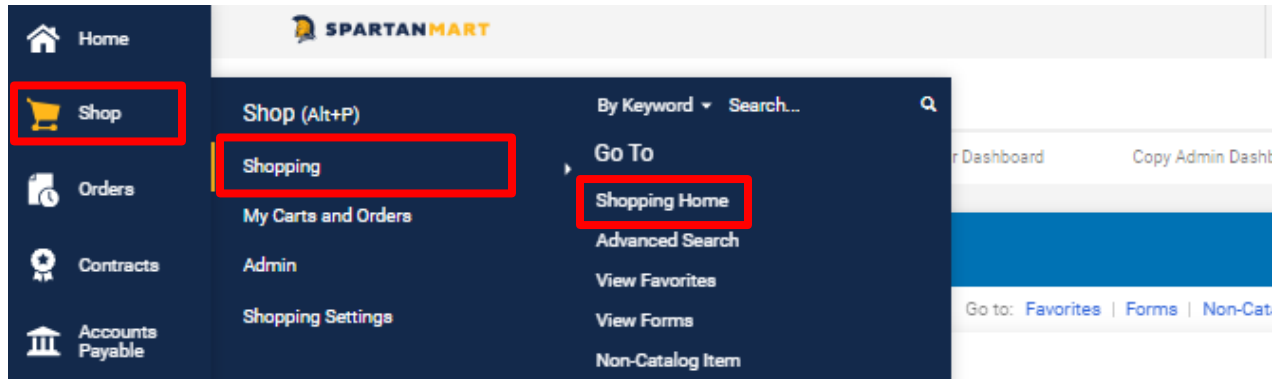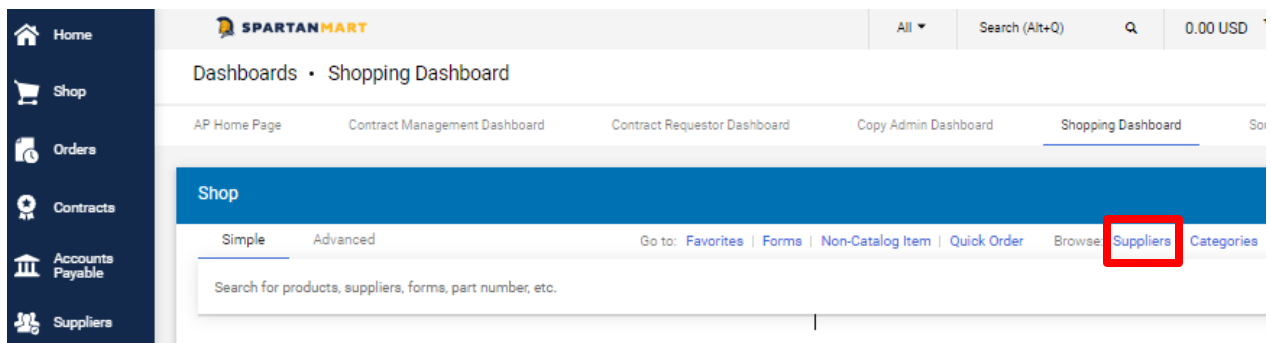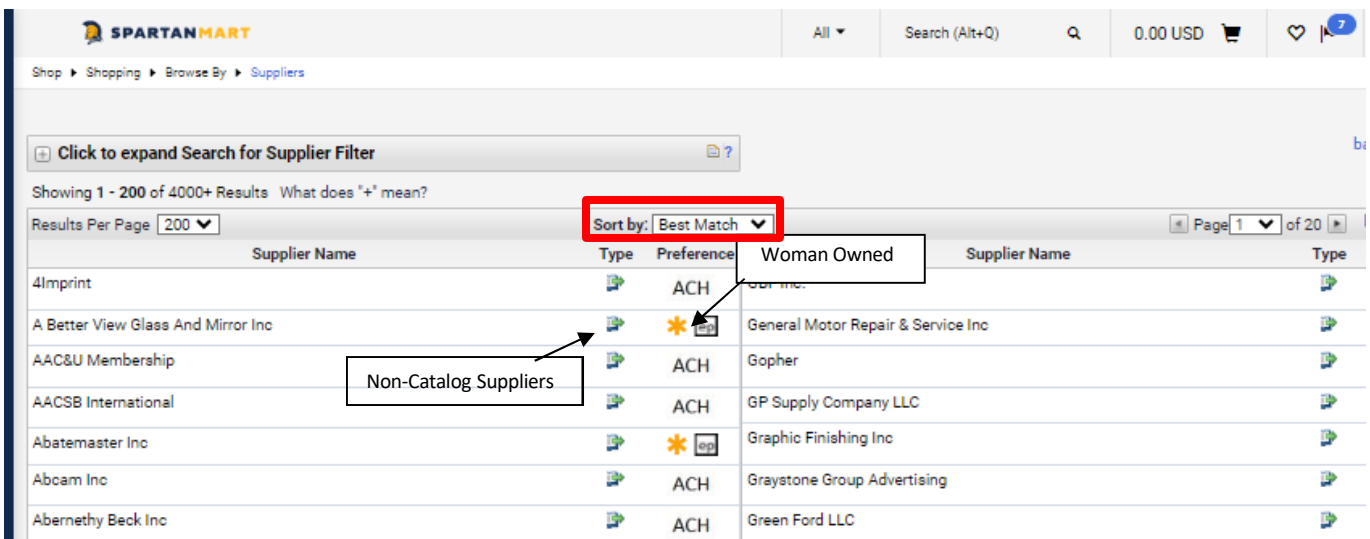# Browse Suppliers

1. Go to Shopping Dashboard

2. Click the **suppliers** link next to **Browse**.

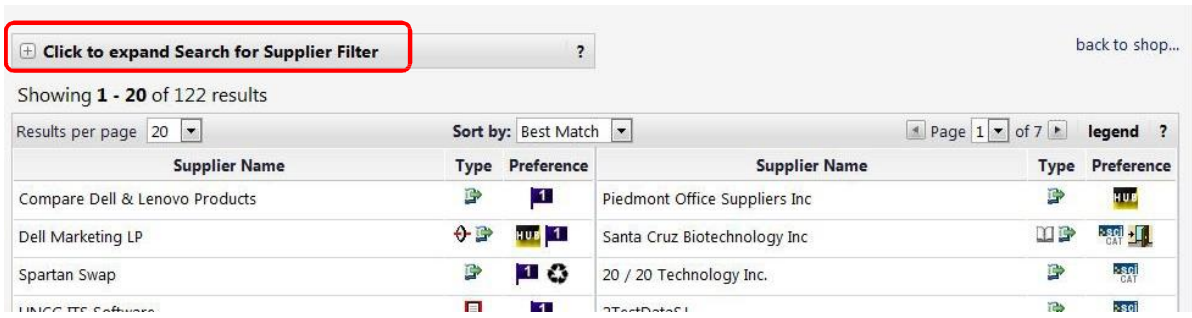3. The suppliers are automatically sorted by **Best Match** but you can sort alphabetically.

   a. Notice the icons listed next to each supplier. If you hover over the icon, a pop-up will identify what each icon stands for.
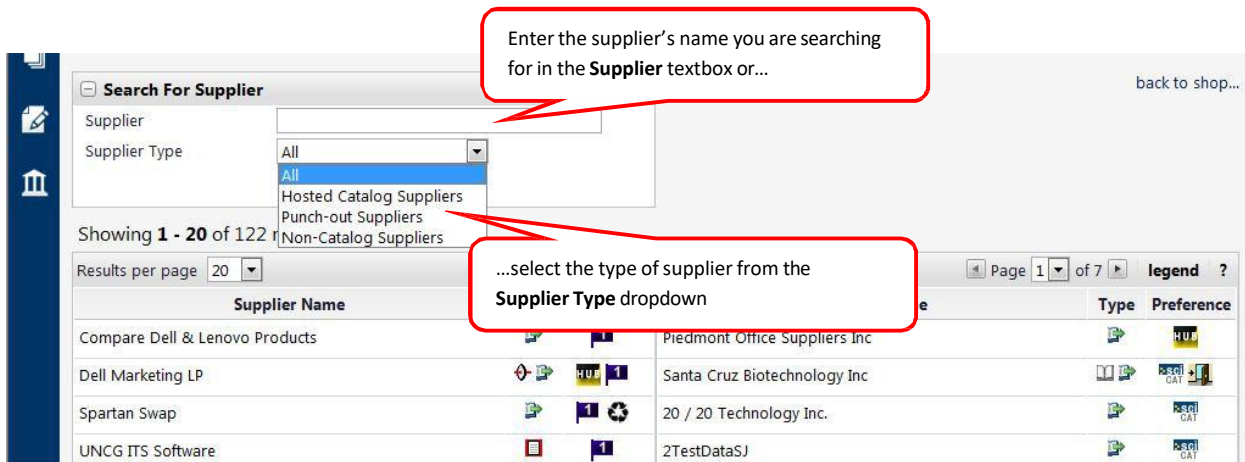
   Example: A Better View Glass & Mirror Inc is a **non-catalog supplier** that is **Woman Owned**.
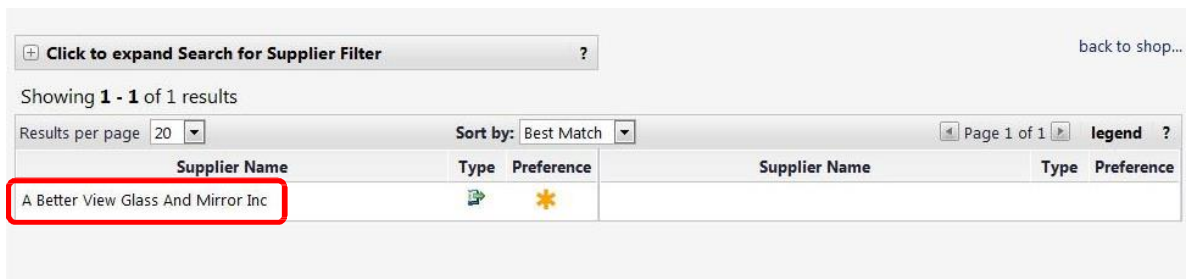
You can use filters to find a supplier.

4. Click to expand Search for Supplier Filter.

5. You can now search for a supplier by using the supplier name (enter the supplier's name in the **Supplier** textbox) or the supplier type (select whether the supplier is a Hosted Catalog, Punch-out or Non-Catalog Supplier from the **Supplier Type** dropdown).

6. Once you found the supplier you are looking for, click the supplier's name.

The Supplier Info is displayed with the information for that specific supplier. If there are any contracts for the supplier, it will be listed under the **Contracts** tab.

We will begin to have Supplier Performance Snapshots listed here as Supplier Performance is analyzed.